




City of Albuquerque

Department of Family and Community Services

INTER-OFFICE MEMORANDUM

Date: 25 January 2006

TO: Bruce J. Perlman, Ph.D., Chief Administrative Officer

FROM: Valorie A. Vigil, Director, Department of Family and Community Services 

SUBJECT: Recommendation of Award: RFP05-030-SV, "Program Evaluation Services"

The City of Albuquerque Department of Finance and Administrative Services, Purchasing Division, issued the subject Request for Proposals (RFP) for Family and Community Services Department to solicit Proposals from qualified companies to evaluate the following four programs: "Assertive Community Treatment", "Adolescent Day Treatment", "Child and Adolescent Early Intervention" and "Housing First".

The RFP was posted on the Purchasing Web Site and advertised in the local newspapers. Nine RFP's were mailed to interested vendors, and four responses were received for the Studies as follows:

Four responses were submitted for "Adolescent Day Treatment" program" and "Child and Adolescent Early Intervention" program. Three responses were received for "Assertive Community Treatment Program" and Two responses were received for "Housing First Program".

The ad hoc evaluation committee reviewed, evaluated and scored the responses in accordance with the evaluation criteria published in the RFP and unanimously recommends award to UNM for three of the studies and no award for the "Housing First Program" study as it was considered substantially non-responsive. *Indicates receipt of an additional 5% Local Preference. All respondents received an additional 50 points for participation in the Summer Youth Program. Listed in ranking order are the respondent's final score for each study:

Assertive Community Treatment Program: (ACT)

<u>Offeror</u>	<u>Composite Score</u>	<u>Average Score</u>	<u>Cost: Per Study</u>
*UNM Institute for Social Research	3883	971 (<i>Three Studies</i>)	\$33,065
*Resources for Excellence	2530	633 (<i>Four Studies</i>)	\$48,069
*Prism	2333	583 (<i>Four Studies</i>)	\$49,912

Child and Adolescent Early Intervention (YDI)

<u>Offeror</u>	<u>Composite Score</u>	<u>Average Score</u>	<u>Cost: Per Study</u>
*UNM Institute for Social Research	3867	967 (<i>Three Studies</i>)	\$33,065
*Resources for Excellence	2361	590 (<i>Four Studies</i>)	\$48,069
*Prism	2543	636 (<i>Four Studies</i>)	\$49,912
Corona	2548	637 (<i>Two Studies</i>)	\$35,805

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Adolescent Day Treatment (HOGARES)

<u>Offeror</u>	<u>Composite Score</u>	<u>Average Score</u>	<u>Cost: Per Study</u>
*UNM Institute for Social Research	3793	948 (<i>Three Studies</i>)	\$33,065
*Resources for Excellence	2387	597 (<i>Four Studies</i>)	\$48,069
*Prism	2543	636 (<i>Four Studies</i>)	\$49,912
Corona	2438	610 (<i>Two Studies</i>)	\$35,805

Housing First (SBHHIO)

Proposal responses for this study were evaluated and considered substantially non-responsive. The Ad Hoc Advisory Committee unanimously recommends no award for this study at this time.

<u>Offeror</u>	<u>Composite Technical Score</u>	<u>Average Score Technical Score</u>	<u>Total Possible Points Technical Score</u>	<u>Cost</u>
*Resources for Excellence	1780	445	900	\$48,096
*Prism	1985	496	900	\$49,912

Fund Source: Quarter Cent Public Safety

I concur with the ad hoc committee's recommendation. The Department will begin contract negotiations immediately upon your approval.

Per the City Purchases Ordinance, this recommendation will be forwarded to City Council for final approval.

Approved:



Bruce J. Perlman, Ph.D. (Date)
Chief Administrative Officer

Recommended:

 2-13-06

Ed Adams (Date)
Chief Operations Officer

Attachments: Composite Score Sheets

Original: Sandra Vescovi, Contract Section Supervisor, Purchasing Division, DFAS
Copy: Ronn D. Jones, Purchasing Officer. DFAS
File: RFP05-030-SV

Composite Score:
RFP05-020-SV, "Program Evaluation Services" ACT

EVALUATORS	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS			
			UNM	RFE	PRISM	
MP	Offeror's general approach & plans to meet the requirements of the RFP	Up to 250	200	125	100	
BQ			225	200	125	
MR			225	200	185	
MS			240	100	150	
SUB TOTAL			890	625	560	
MP	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform the tasks described in Part 3, Scope of Services	Up to 300	250	150	150	
BQ			275	200	150	
MR			275	275	200	
MS			255	50	100	
SUB TOTAL			1055	675	600	
MP	Offeror's past performance on projects of similar size and scope	Up to 150	140	50	50	
BQ			150	100	75	
MR			140	130	100	
MS			150	50	75	
SUB TOTAL			580	330	300	
MP	Overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as project management plan and availability of staff and resources	Up to 200	180	100	100	
BQ			175	100	100	
MR			180	180	150	
MS			190	75	100	
SUB TOTAL			725	455	450	
SUB TOTAL TECHNICAL SCORE			3250	2085	1910	
MP	Cost Proposal	Up to 100	100	69	66	
BQ			100	69	66	
MR			100	69	66	
MS			100	69	66	
SUB TOTAL			400	276	264	
SUB TOTAL COMPOSITE SCORE			Up to 4000	3650	2361	2174
5% LOCAL PREFERENCE			183	119	109	
COMMUNITY INVOLVEMENT			Up to 50	50	50	
TOTAL COMPOSITE SCORE			3883	2530	2333	
TOTAL AVERAGE SCORE			971	633	583	

Composite Score:
RFP05-020-SV, "Program Evaluation Services" YDI

EVALUATORS	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS				
			UNM	RFE	PRISM	CORONA	
MP	Offeror's general approach & plans to meet the requirements of the RFP	Up to 250	200	150	150	100	
BQ			225	175	125	150	
MR			220	200	185	200	
MS			240	100	150	175	
SUB TOTAL			885	625	610	625	
MP	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform the tasks described in Part 3, Scope of Services	Up to 300	250	100	200	150	
BQ			275	150	150	150	
MR			275	220	200	240	
MS			275	50	100	200	
SUB TOTAL			1075	520	650	740	
MP	Offeror's past performance on projects of similar size and scope	Up to 150	125	75	100	75	
BQ			150	100	75	50	
MR			130	130	100	100	
MS			150	50	75	90	
SUB TOTAL			555	355	350	315	
MP	Overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as project management plan and availability of staff and resources	Up to 200	175	100	150	100	
BQ			175	100	100	100	
MR			180	150	150	150	
MS			190	75	100	100	
SUB TOTAL			720	425	500	450	
SUB TOTAL TECHNICAL SCORE			3235	1925	2110	2130	
MP	Cost Proposal	Up to 100	100	69	66	92	
BQ			100	69	66	92	
MR			100	69	66	92	
MS			100	69	66	92	
SUB TOTAL			400	276	264	368	
SUB TOTAL COMPOSITE SCORE			Up to 4000	3635	2201	2374	2498
5% LOCAL PREFERENCE			182	110	119	0	
COMMUNITY INVOLVEMENT			Up to 50	50	50	50	
TOTAL COMPOSITE SCORE			3867	2361	2543	2548	
TOTAL AVERAGE SCORE			967	590	636	637	

Composite Score:
RFP05-020-SV, "Program Evaluation Services" Hogares

EVALUATORS	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS			
			UNM	RFE	PRISM	CORONA
MP	Offeror's general approach & plans to meet the requirements of the RFP	Up to 250	200	150	175	100
BQ			225	200	125	100
MR			220	200	185	185
MS			240	100	150	175
SUB TOTAL			885	650	635	560
MP	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform the tasks described In Part 3, Scope of Services	Up to 300	200	100	200	125
BQ			250	100	150	150
MR			275	220	200	220
MS			275	100	100	200
SUB TOTAL			1000	520	650	695
MP	Offeror's past performance on projects of similar size and scope	Up to 150	125	75	100	75
BQ			150	100	75	50
MR			130	130	100	100
MS			150	50	75	90
SUB TOTAL			555	355	350	315
MP	Overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as project management plan and availability of staff and resources	Up to 200	175	100	125	100
BQ			175	100	100	100
MR			185	150	150	130
MS			190	75	100	120
SUB TOTAL			725	425	475	450
SUB TOTAL TECHNICAL SCORE			3165	1950	2110	2020
MP	Cost Proposal	Up to 100	100	69	66	92
BQ			100	69	66	92
MR			100	69	66	92
MS			100	69	66	92
SUB TOTAL			400	276	264	368
SUB TOTAL COMPOSITE SCORE			3565	2226	2374	2388
5% LOCAL PREFERENCE			178	111	119	0
COMMUNITY INVOLVEMENT			Up to 50	50	50	50
TOTAL COMPOSITE SCORE			3793	2387	2543	2438
TOTAL AVERAGE SCORE			948	597	636	610

Composite Score:
RFP05-020-SV, "Program Evaluation Services" HOUSING FIRST

EVALUATORS	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS	
			RFE	PRISM
MP	Offeror's general approach & plans to meet the requirements of the RFP	Up to 250	100	150
BQ			100	125
MR			180	185
MS			100	150
SUB TOTAL			480	610
MP	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform the tasks described in Part 3, Scope of Services	Up to 300	150	150
BQ			150	150
MR			200	200
MS			50	100
SUB TOTAL			550	600
MP	Offeror's past performance on projects of similar size and scope	Up to 150	75	75
BQ			100	75
MR			100	100
MS			50	75
SUB TOTAL			325	325
MP	Overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as project management plan and availability of staff and resources	Up to 200	100	100
BQ			100	100
MR			150	150
MS			75	100
SUB TOTAL			425	450
SUB TOTAL TECHNICAL SCORE			1780	1985
MP	Cost Proposal	Up to 100	69	66
BQ			69	66
MR			69	66
MS			69	66
SUB TOTAL			276	264
SUB TOTAL COMPOSITE SCORE			2056	2249
5% LOCAL PREFERENCE			103	112
COMMUNITY INVOLVEMENT			50	50
TOTAL COMPOSITE SCORE			2209	2411
TOTAL AVERAGE SCORE			552	603